

# BCG PTO Meeting

August 10, 2021 6:30 p.m.

Chatham Public Library

Approved Minutes



- I. Welcome  
Kelly called the meeting to order at 6:35 p.m.
- II. Approval of May Minutes  
Keri sent out minutes of the May meeting to the Board, Committee chairs and attending members prior to this meeting. Members present approved the minutes by a unanimous voice vote.
- III. Executive Treasurer's Report  
Jenny e-mailed the Executive Treasurer's Report and it is below. PTO members approved giving \$3,000 to each school. PTO needs to renew our Tax Exempt status. Our PO Box needs to be renewed by October 31.
- IV. Committee Reports
  - a. School Supplies  
Orders were a little lower than normal. Ball sold 86, versus 92 last year. Chatham sold 84n versus 78 last year. Glenwood sold 99, versus 149 last year. Proceeds check is usually received later in the year.
  - b. Spirit Wear  
Jenny has been working with a new company, Impressions Designs in Springfield. PTO will try to have orders out in the first few weeks of school. Delivery is planned before Homecoming.
  - c. Directories  
Need to check if Laura is willing to chair again. Not sure if this will be an online only sale, or if school will allow two way papers for paper orders. Cost may depend on which system we use for ordering. PTO plans to get orders out as soon as data is available.
  - d. Book Fairs  
Amy and Karrie are GES co-chairs. Chairs are still needed for BES and CES. PTO is waiting to hear if we can hold in-person fairs. If we can, we will need to use minimal volunteers. Fall book fair is scheduled for October 4-8. Delivery should be September 30. Pickup should be October 14 or later.
  - e. Box Tops Etc.  
Box Tops for Education is phasing out paper Box Tops, in favor of electronic Box Tops. Viv is continuing to process our paper Box Tops. Box Tops can be send in to schools.

f. Other Fundraising

Summer raffle raised \$2615, with no cost to PTO. Spring raffle raised \$3128. These were replacements for Trivia Night and Fun Fair. PTO does not expect to be able to host a Trivia Night this year. We are waiting to see if we can hold a Fun Fair.

Mini-Photo Sessions raised \$2,910.45. Vanessa would like to repeat this fundraiser. It would be helpful if parents can register and pay at the same time.

PTO would like to plan a 5K run, maybe in the spring. We will need to schedule around other runs.

XXX suggested PTO could sell cocktail kits that she has created for other groups. She has offered kits, with everything needed to make 2-3 drinks and video instructions. She sold kits for \$25 with profit of \$14-\$11 per kit. PTO cannot advertise alcohol through the school, but can on social media. Holiday/Spring Breaks kits were suggested.

g. Staff Appreciation

Karrie is our GES chair. We need chairs from BES and CES. We usually hold 3 events: welcome back to school, parent/teacher conferences, and Staff Appreciation week. Community partners are providing for welcome back to school this year.

h. Website/Social Media

Jenny is looking for a volunteer to take this over. Greg Mayes expressed interest in getting more information from Jenny.

V. Vice Presidents' reports

Chelsey is returning for BES. CES and GES still need Vice Presidents. PTO can have a table at Meet the Teacher night. Volunteers stepped up to staff the tables.

VI. Administration Information

None at this time.

VII. President's Report

Kelly is assisting with transition while we have many open positions. The following positions are open for this year: President, GES Vice President, CES Vice President, CES Book Fair, CES Staff Appreciation, GES Staff Appreciation.

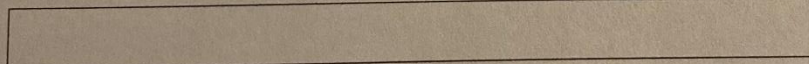
VIII. Other Business

IX. Next meeting – September 7, 6:00pm Chatham Public Library

X. Meeting Adjourned at 7:40 pm.

Ball Chatham Glenwood PTO Meeting 05/04/21  
 Executive Treasurer's Report  
 For the Period 05/04/21 - 08/10/21  
 Last Report Date: 05/04/21

Bank Account Reconciliation (05/04/21-08/10/21)			\$ 13,806.08
Beginning Balance (5/4/21):			
	Expenses	Income	
SAW Income		\$ 105.61	
		\$ -	
		\$ 105.61	
Summer Raffle		\$ 2,570.76	
		\$ -	
		\$ 2,570.76	
Little Italys Revenue- May		\$ 121.73	
		\$ -	
		\$ 121.73	
Spirit Wear	winter	\$ 799.00	
	fall	\$ 361.75	
		\$ 1,160.75	
Box Tops- April Payout		\$ 116.20	
		\$ -	
		\$ 116.20	
Directories		\$ 11.00	
		\$ -	
		\$ 11.00	
Mini Sessions		\$ 2,910.45	
		\$ -	
		\$ 2,910.45	
<b>Total Income for Period</b>		<b>\$ 6,996.50</b>	
Mini Session Photographers		\$ (1,260.00)	
SAW Expenses		\$ (2,267.71)	
Directory Printing		\$ (127.49)	
		\$ (26.62)	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
<b>Total Expenses for Period</b>		<b>\$ (3,681.82)</b>	
<b>Balance on Hand (8/10/21):</b>			<b>\$ 17,120.76</b>



20/21 School Year Fundraising Net Income		
Income from Summer Spirit Wear		\$ 1,081.00
Income from School Tool Box		\$ 1,555.62
Income from Fall Spirit Sale		\$ 1,537.65
Income from Winter Spirit Wear		\$ 799.00
Box Tops		\$ 1,143.80
Trivia ('19)		\$ 352.91
Little Italy's Pizza		\$ 951.99
Spring Raffle		\$ 3,128.08
Directories		\$ 553.88
Luck Spirit Wear		\$ 361.75
Graduation Mini Sessions		\$ 870.00
Summer Raffle		\$ 2,616.00
<b>Year to Date Total Income</b>		<b>\$ 14,951.68</b>
Administrative Expenses		\$ (3,681.82)
<b>Year to Date Total Expenses</b>		<b>\$ (680.36)</b>
<b>Year to Date Net Income</b>		<b>\$ 14,271.32</b>